

ROUTING AND RECORD SHEET

SUBJECT: (Optional)

FROM: C/MPSS
2F42 Hqs.

EXTENSION

NO.

DD/A Registry
88-1370X

DATE

24 June 88

TO: (Officer designation, room number, and building)

DATE

RECEIVED

FORWARDED

OFFICER'S
INITIALS

COMMENTS (Number each comment to show from whom to whom. Draw a line across column after each comment.)

1. DDA
7D18 Hqs.

PART

2.

3. DDA Reg. (Per File)

4.

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DD/A REGISTRY
FILE: _____

O/M-7-AR

SECRET

DD/A Registry
88-1370X

24 JUN 1988

MEMORANDUM FOR: Deputy Director for Administration

25X1 FROM:

[REDACTED]
Chief, Management, Planning and Services Staff

SUBJECT: MPSS Management Conference
21 - 22 July 1988

Rae

25X1 1. I am pleased that you will be able to join us on 21 July at our Management conference [REDACTED] As the new DDA and a former Dier you are in a unique position to meet with our group. Approximately 50% of Management, Planning and Services Staff are DA careerists and we consider ourselves the "DA of the DI". During the first day, our focus will be on managing in a period of constrained resources and how best to provide planning and management support to the DDI and to the individual offices of this Directorate. Our interaction with the offices of the DA is critical to our ability to succeed.

25X1 2. We would like you to speak from 3:00 to 5:00 p.m. with much of that time in an informal dialogue with the group. [REDACTED] plans to join us at 5:00 and we would very much like to have you join us for cocktails and dinner. We will put Jim to work after dinner.

25X1 3. We look forward to seeing you at the conference. Please let me know if you have any questions before that time.

25X1 ALL PORTIONS
SECRET

SECRET

CONFIDENTIAL

18 July 1988

NOTE TO: MPSS Management Conference Participants

SUBJECT: Arrangements for the Conference

25X1 25X1 1. [] and I toured [] Thursday.
Here is some information about the place in case you haven't
been there before.

2. Maps are attached to this note, along with the
conference agenda.

25X1 25X1 -- The map is accurate. []

25X1 -- []

-- No cameras, firearms, recording equipment can be
brought in. Bedrooms are equipped with clock
radios. The pillows are hard, so bring your own if
you care.

25X1 -- Attire is casual [] Jeans are fine.
No shorts, please, unless you are jogging.

-- The temperature is about 10 degrees cooler than in
the Washington area. Evenings, the temp drops
into the 60s.

25X1 -- []

-- There is ample parking; the distance between the
barracks and the conference building is walkable,
between the conference building and mess hall is
driveable.

25X1 []
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MPSS MANAGEMENT CONFERENCE

Agenda

Conference Theme:

- o Where We've Been
- o How We're Doing
- o Responding to the Major Challenges Ahead

Thursday, 21 July

- 0900 Arrive at Conference Site
Room Assignments
Settle in
- 0930 Security Briefing
Getting to Know Each Other
- 0945 Opening Remarks
- 1000 The Challenge of Multicultural Management
- 1020 Break
- 1030 Reflections on the theme from SSC's viewpoint
Presentation by managers in SSC
- 1200 Lunch
- 1300 Reflections on the theme from RPMC's viewpoint
Presentation by managers in RPMC
- 1400 Focus on PES
- 1430 Review of questions/topics for DDA
- 1445 Break
- 1500 DDA will talk about what the future holds for DA
components and the critical interaction between
the DA and the DI.

1700 Cocktails
1830 Dinner
1900 An evening with the ADDI

Friday, 22 July

0800 Breakfast
0900 Reflections on Preceeding day's Presentations
0930 The participants will divide into three groups (SSC, RPMC, and Jim, George and Jane). Each group will discuss what they have heard so far, craft major unit goals for the coming year, and outline the process of achieving those goals.
1045 Presentation of reports from the two centers
1200 Lunch
1300 Conference Wrap Up

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